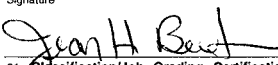
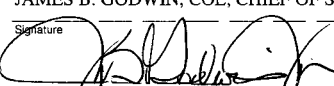


POSITION DESCRIPTION (Please Read Instructions on the Back)

2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other <small>Explanation (Show any positions replaced)</small>						3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field						4. Employing Office Location Orlando, FL						5. Duty Station Orlando, FL						1. Agency Position No. NL11849																													
7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt						8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests						9. Subject to IA Action <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						6. OPM Certification No.																																			
10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)						11. Position is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither						12. Sensitivity <input type="checkbox"/> 1 - Non-Sensitive <input type="checkbox"/> 3 - Critical Sensitive <input checked="" type="checkbox"/> 2 - Noncritical Sensitive <input type="checkbox"/> 4 - Special Sensitive						13. Competitive Level Code 0705																																			
14. Agency Use						15. Classified/Graded by						Official Title of Position						Pay Plan						Occupational Code						Grade						Initials						Date											
a. U.S. Office of Personnel Management																																																					
b. Department, Agency or Establishment																																																					
c. Second Level Review																																																					
d. First Level Review												Protocol Specialist						GS						0301						07																							
e. Recommended by Supervisor or Initiating Office																																																					
16. Organizational Title of Position (if different from official title)												17. Name of Employee (if vacant, specify)																																									
18. Department, Agency, or Establishment Department of the Army (DA)												c. Third Subdivision Office of the Chief of Staff (CS)																																									
a. First Subdivision U.S. Army Materiel Command (AMC)												d. Fourth Subdivision Administrative Operations Division (CSA)																																									
b. Second Subdivision Simulation, Training and Instrumentation Command (STRICOM)												e. Fifth Subdivision																																									
19. Employee review - This is an accurate description of the major duties and responsibilities of my position.												Signature of Employee (optional)																																									
20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the												knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.																																									
a. Typed Name and Title of Immediate Supervisor Jean Burmester, Chief, Administrative Operations Division												b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)																																									
Signature 						Date 5/22/00						Signature						Date																																			
21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.												22. Position Classification Standards Used in Classifying/Grading Position USOPM PCS GS-0301, Jan 79; USOPM PCS AAGEG, Aug 90																																									
Typed Name and Title of Official Taking Action JAMES B. GODWIN, COL, CHIEF OF STAFF												Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.																																									
Signature 						Date 5/23/00						Signature						Date																																			
23. Position Review						Initials						Date						Initials						Date						Initials						Date						Initials						Date					
a. Employee (optional)																																																					
b. Supervisor																																																					
c. Classifier																																																					
24. Remarks This position is a trainee position for JN // 647 , GS-0301-11, Protocol Officer BUS: 7777																																																					
25. Description of Major Duties and Responsibilities (See Attached)																																																					

Previous Edition Usable

OF 6 (Rev. 1-85)
U.S. Office of Personnel Management
FPM Chapter 295 USAPPC V1.00

NON-CRITICAL ACQUISITION POSITION AMENDMENT TO PD# 11849

"The employee must meet DoD 5000.52-M requirements applicable to the duties of the position."